

## Minutes of CCEN Executive Board Meeting Held on Wednesday 15<sup>th</sup> February 2010

**Present:** Peter Ward, Simone Hensby, Lincoln Lim, Anju Bhatt, Akin Olukiran, David Devoy, Jan Knight, Helia Evans (12:50), Ruth Appleton (12:50).

**Also present:** Alex Charles, Stella Hamada (New Horizon Youth Centre *in place of Shelagh O'Connor*).

1. **Apologies:** Eleanor Botwright, Donna Turnbull, Shelagh O'Connor, Sarah Elie.

### 2. **Minutes and Matter Arising**

Minutes were agreed as a true and accurate record with the following corrections:

Page 1: Anju's apologies had not been recorded in the minutes

Page 2, 1<sup>st</sup> line: '*place-sharing*' should read '*place-shaping*'

### Matters Arising

**4.1 LSP seminar:** the overall structure of the LSP is still under consideration so no LSP meetings have been scheduled since the last seminar on 14<sup>th</sup> February. Consequently, existing CCEN board meetings have been rescheduled.

**4.2 Finance seminar:** latest seminar report has been emailed to board members.

**4.3 Localism seminar:** turn-out was high with 39 VCS organisations in attendance. Broader representation of groups was noted with more tenants and residents groups, planning groups, conservation groups and other groups with an obvious interest in neighbourhood planning attending than in previous seminars. The feedback and outcomes from this seminar have in part, informed the proposed CCEN work plan (item 3.2) for May-Dec 2011.

### 3. **CCEN planning (May – Dec 11)**

CCEN is currently funded until Dec 2011 and is now in its extended contract period. The proposed work-plan looks at how CCEN might best use its time between now and December.

#### **3.1 Supporting VCS representatives on strategic boards**

**The board unanimously agreed that this is an important area of work for CCEN to focus on between now and December 2011 and approved this section of the work-plan.**

Discussion:

SH: networks and forums that supported VCS reps, (Children & Families, Health and Inequalities, Health and Social Care and Homelessness forum) have ceased operation, however it is till important to ensure that links between organisations, reps and strategic bodies are maintained and CCEN could pick-up on some of the work forums did before.

Key roles CCEN could take on:

- Support VCS input into key strategic bodies (host rep meetings across service areas and communicate feedback from all strategic partnerships)
- Identify areas of expertise/particular interest and pull all the information together to provide a holistic overview of the sector.
- Act as a central point, disseminating information between networks
- Integrate networks and forums into wider CCEN membership and establish distribution lists for specific work areas e.g. children and families.

AB: Previously forums have played an important role in bringing organisations from specific service areas together and sharing knowledge, challenges, concerns etc. Would be useful for CCEN to act as central point of contact for reps and disseminate information back and forth between reps and strategic bodies.

LL: Role of CCEN could be modified to pick-up on work forums did before. Important to link up organisations working in similar service areas so they can share ideas and challenges etc. Also important that the sector maintains a strong voice across specific service areas and CCEN could ensure this voice is represented strategically.

SH: CCEN website could be adapted to make this possible and provide specific information for reps and target individual divisions.

SH: Advice sector is not currently linked up or represented in the same way as other service areas have been. Needs to be ongoing dialogue with existing service providers.

JK: The relationship between strategic bodies and advice sector organisations could potentially become more distant. If this is the case it would be useful for advice organisations to establish a route through which they have some form of dialogue with strategic bodies. CCEN could develop its role to incorporate advice into the proposed work-plan in the same way it will do for the other networks and forums that have closed down.

HE: we should not assume that every individual is online or always has access to their emails etc. Hard-copies should be dispatched where necessary and appropriate.

**Actions:**

- **Develop this area of the work-plan**
- **DT to investigate work with advice organisations**
- **Develop website to support VCS reps**

### **3.2 Develop a neighbourhood planning blueprint for Camden**

**The board agreed that this is an important area of work for CCEN to focus on between now and December 2011 and approved this section of the work-plan.**

Discussion:

SH: The feedback and level of interest in planning and development of neighbourhood plans received since the Localism seminar has helped identify a key area of future work for CCEN.

Michael Parkes has since expressed interest in developing a pilot project for neighbourhood planning in Camden and has offered CCEN significant volunteer time to initiate this objective.

Key outcomes:

- Michael Parkes to work with CCEN and develop pilot project for neighbourhood planning
- Learn from the process and establish template for those interested in developing a neighbourhood plan
- Develop plan alongside councils but utilise a bottom-up approach rather than council-led
- Safeguard community interests and aspirations for local area in light of the Localism Bill
- Bring in other specialists as plan develops.

RA: This work sits firmly with CCEN's agenda and strategic priorities.

SH: specific pilot areas haven't been identified yet but likely to be in areas that have already expressed interest in developing a neighbourhood plan.

All: agreed that Michael Parkers was suitably placed to conduct such a project, having the necessary skills, knowledge and expertise in planning, as well as established links and key contacts within planning organisations and the council.

HE: approved the idea in principle but questioned how CCEN would pay for the work Michael undertakes, whether his skills were suitable and comparable with current planning policy and legislation and whether his past employment with various planning organisations could present any conflict of interest. (DT has since emailed HE to clarify that (1) Michael's post is an unpaid voluntary position and (2) whilst Michael has worked for various planning organisations before, he no longer does so, and with his specific expertise in community planning he is a suitable candidate for the voluntary position).

RA: Definition of 'natural place-shaping' needs consideration as service users often migrate through different boroughs, especially refugees and the homeless.

### **3.3 Outline for May- Dec 2011 CEN work plan agreed by the board, with the addition of two further work areas:**

#### **Funding**

DD: raised 'funding' as an area to incorporate into the work-plan and asked whether there are any funds available to support CCEN's work after December.

SH: in its current format, CCEN is unlikely to be funded post December. However, discussions around planning and strategic representation are taking place in light of the rapidly changing environment. Infra-structure tender is going out and CCEN's work could feed into this tender by pulling together various strands of the infrastructure debate.

#### **Action**

- **Add 'Funding' to CCEN work-plan**
- **Board to receive funding updates as soon as they are available**

**Compact  
Action**

- **Add 'Compact' to CCEN work-plan**

**4. Camden's Compact Action Plan Update**

Initial review took place in January. Compact Steering Group met again on 5<sup>th</sup> April 2011. Agreed that the Compact Steering Group should have more of an operational role whereby any issues/incident brought to the steering group will be relayed to the particular strategic body involved.

**Actions:**

- **CCEN to update Compact**
- **Donna Turnbull, Simone Hensby, Nick Webb to update language used in Compact and bring in line with current climate.**
- **Council, PCT and VCS will each write a sector-specific statement about the roles and outcomes of the Compact. This will be discussed at the next Compact meeting Tuesday 17 May.**
- **DT to circulate draft Compact update to board**

**5. Information Exchange**

**5.1** Stella (on behalf of Shelagh O'Connor): New Horizon Youth Centre's application for DRR has been rejected. The appeal was also rejected. Shelagh asked if other organisations have been affected.

DD: This tells a cautionary tale for the localism agenda if organisations are working both inside and outside of the borough.

**5.2** PW: funding for CPCG has been reduced. Police commissioners are to be introduced next year. Serious youth violence is on the increase in the borough and will continue to be a high priority for the community safety partnership.

**5.3** HE: has been disseminating information between the different networks she is involved with.

**5.4** RA: Sante project is now a Community Interest Company. AGM on 23<sup>rd</sup> July at Highgate Centre, Highgate Road. They have taken on more volunteers and befrienders and can now take more referrals.

**5.5** JK: The Head Office of Camden CAB is moving to two new sites (Gt Portland Street and Kilburn CAB). This will not affect the service from the Kentish Town office.

**5.6** DD: Attended 'Farewell to Supporting People' event. Coordination/benefits of this programme have been dissipated and we should take stock of what has happened here for the future. This is applicable to any organisation that provides a supportive service.

## 6. AOB

HE:

Draft Statement of Community Involvement: HE had requested this report to be considered at CCEN board meetings as it has been under consultation since February 2011. However, this has not been possible as the consultation ended on the 9th May 2011.

Camden Community Strategy: HE has spoken to the leader of the Council about this document and he confirmed that it was required to be reviewed.

**Action: DT to circulate any updates regarding Community Strategy or Draft Statement of Community Involvement to the CCEN Board and CCEN membership.**

## 8. Date of Next Meeting

14<sup>th</sup> June: VCS reps meeting

13<sup>th</sup> September: CCEN Executive meeting